

# GEORGETOWN LAW

## STUDENT TECHNOLOGY ORIENTATION

-

FALL 2020

# THE IST SERVICE DESK

- The Technology Service Desk is located at McDonough, Room 152 but will operate remotely during the time classes are online
- You can reach it at [lawhelp@georgetown.edu](mailto:lawhelp@georgetown.edu) or through the [Service Center Portal](#)
- The Technology Service Desk is open during:  
**Monday – Friday : 8:00AM-6:00PM**  
**Saturday: 8:30AM-5:00PM**
- More information at <http://www.law.georgetown.edu/go/ist>  
Follow us us on Twitter [@law\\_ist](#)



Georgetown Law IST  
[@law\\_ist](#)

# WIRELESS ACCESS AT THE LAW CENTER

Wi-Fi is available across the Law Center and the university:

- [SaxaNet](#) is a Secure Wireless Network that provides encrypted access to the university network and the Internet.
- [Eduroam](#) (“education roaming”) secure worldwide network that enables the use of *NetID@Georgetown.edu* to connect to the Internet from [all participating institutions](#).
- [GuestNet](#) provides Internet access for visitors without NetID.

Please report any Wi-Fi issues you might experience on campus, including dark areas, to the Service Desk ([lawhelp@georgetown.edu](mailto:lawhelp@georgetown.edu)).

*A major Wi-Fi upgrade is underway this with [Wi-Fi 6 \(802.11ax\)](#)*

# NetID & Email

- University **NetID** is your username for all Georgetown systems using **Single Sign-On (SSO)**

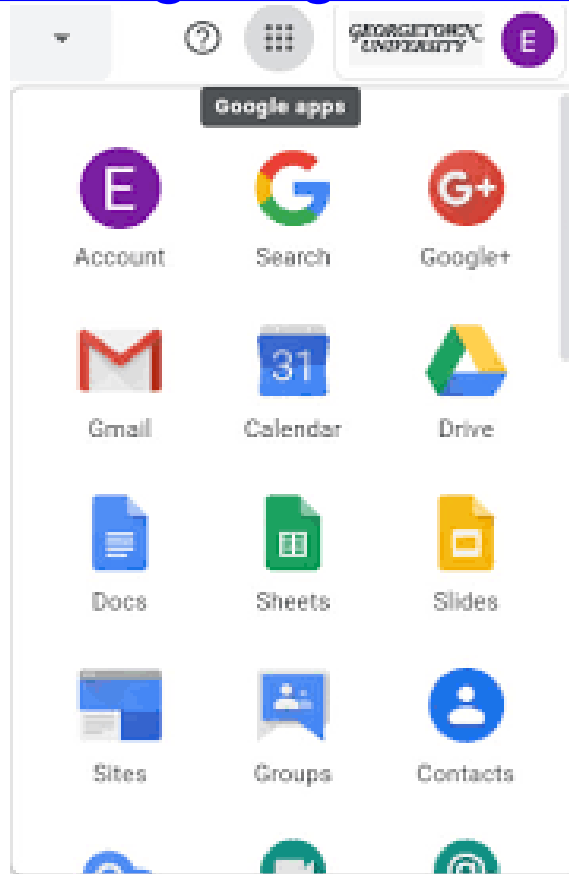
Treat your NetID password with the same care as you do your SSN and other private information.

- Use of [DUO](#) for Dual Factor Authentication is required for all students this fall.



# Google Apps

Your [Georgetown Google Apps for Education \(GAE\)](#) email address is [NetID@georgetown.edu](mailto:NetID@georgetown.edu).



Your NetID provides you access to the whole [Google Apps](#) ecosystem.

# Password Portal

- You can reset your password at the following Georgetown University website – **NEED TO REGISTER YOUR SECRET QUESTIONS AS SOON AS POSSIBLE** for your password self-service portal to work correctly.

<https://password.georgetown.edu/aims/ps/>



Welcome to Georgetown's NetID Password Management System.

NetID:

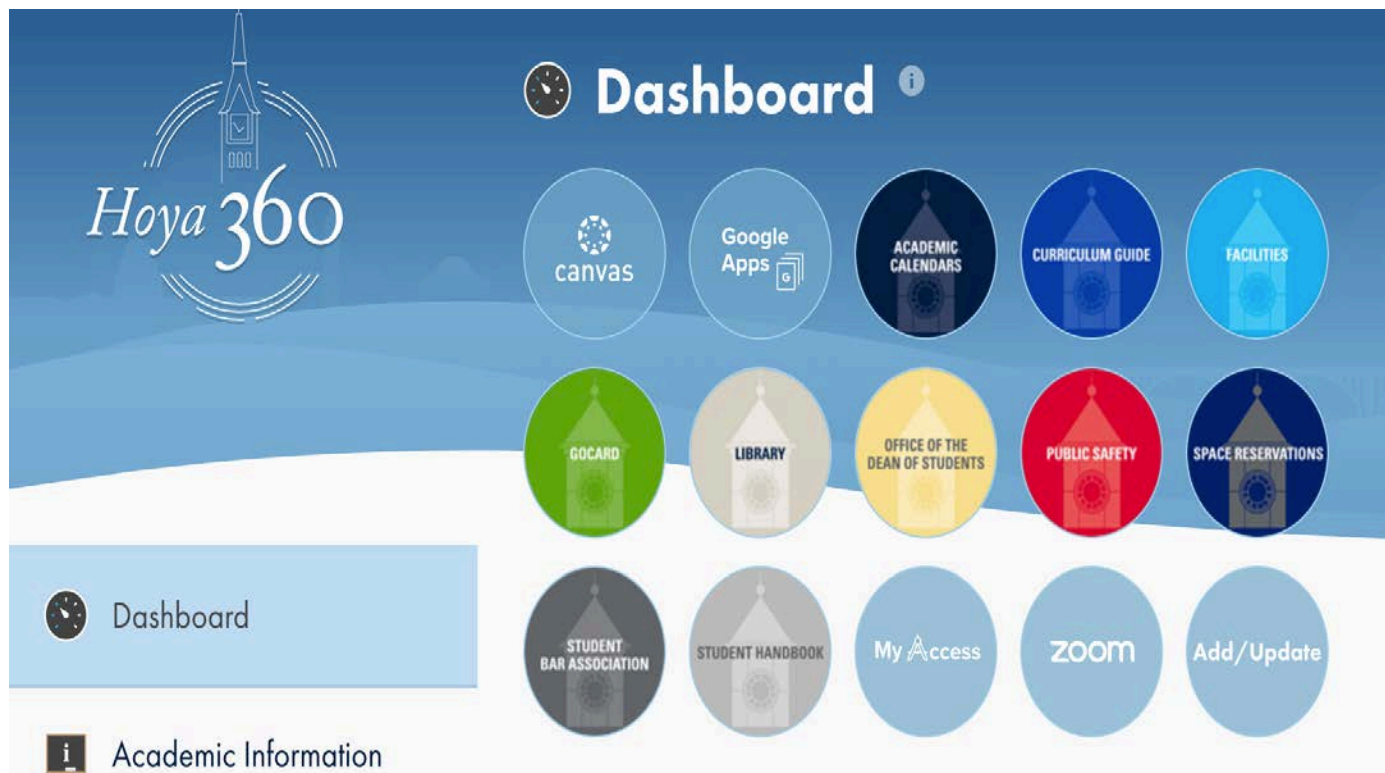
Language:

English



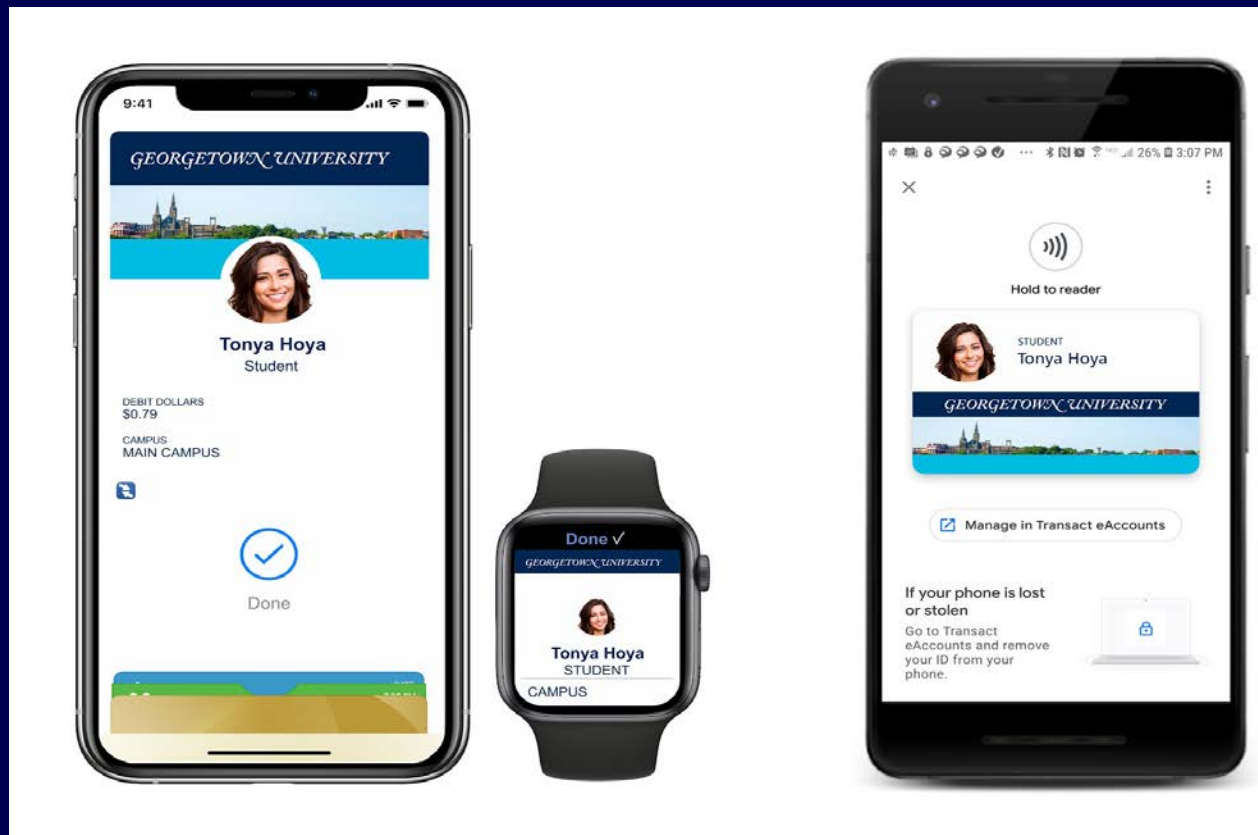
# HOYA360

- [HOYA360](#) is a student portal that brings together all the student facing departments and links current systems together to give you a comprehensive view of your student record, policies and forms, as well as academic, wellness and career resources:



# Digital GOCard

You can now add your [GOCard \(Georgetown OneCard\)](#) to Apple Wallet or Google Pay.





# Law Center Cloud Apps



## [BOX.NET](#) : Use for cloud storage (SSO)

- Use for Instructional Continuity
- Cloud storage, document collaboration;
- Use on any device



**GU** Mobile

# Zoom

## Zoom is our primary web conferencing tool

- Zoom will be used for your online classes (Zoom links can be found in Canvas), meetings and orientations throughout the semester.
- All classes on Zoom will be recorded by the university and uploaded to Panopto for you to view after the class. Zoom recording will only be used as a backup to the Panopto recording.
- Please make sure you read the Law Center's recording policy regarding [classroom recordings](#).
- It's important that you keep ZOOM [upgraded to the latest version](#) and not publicize Zoom meeting information for your classes. You can find more information about using Zoom on our [website](#).



# Canvas

## Canvas is the university's learning management system

- You can use Canvas to access course assignments, presentations, discussion forums and Zoom classroom links.
- You will need to join your class for the Fall semester by clicking the “Join Online Class” link within the course page.
- For more info about Canvas visit:  
<http://canvas.georgetown.edu/>

A screenshot of a Canvas course page. On the left is a dark blue sidebar menu with white text. A red arrow points from the left towards the "Join Online Class" link, which is circled in red. The main content area on the right has a dark blue header "Course Information" and a white body with text for instructor, room, and meeting time. Below that is a "Helpful Links" section with several links. The "Join Online Class" link is the one being highlighted.

Help

- Outcomes
- Quizzes
- Modules
- Collaborations
- Attendance
- Chat
- Photo Roster (Law)
- Photo Roster
- Zoom Conferencing
- Lecture Accommodation
- GU Library
- Health Resources
- University Policies
- Join Online Class**
- Settings

**Course Information**

**Instructor:** Mark Wiest  
**Room:** McDonough 344  
**Meeting Time:** Monday, January 6th, 2:00PM-3:00PM

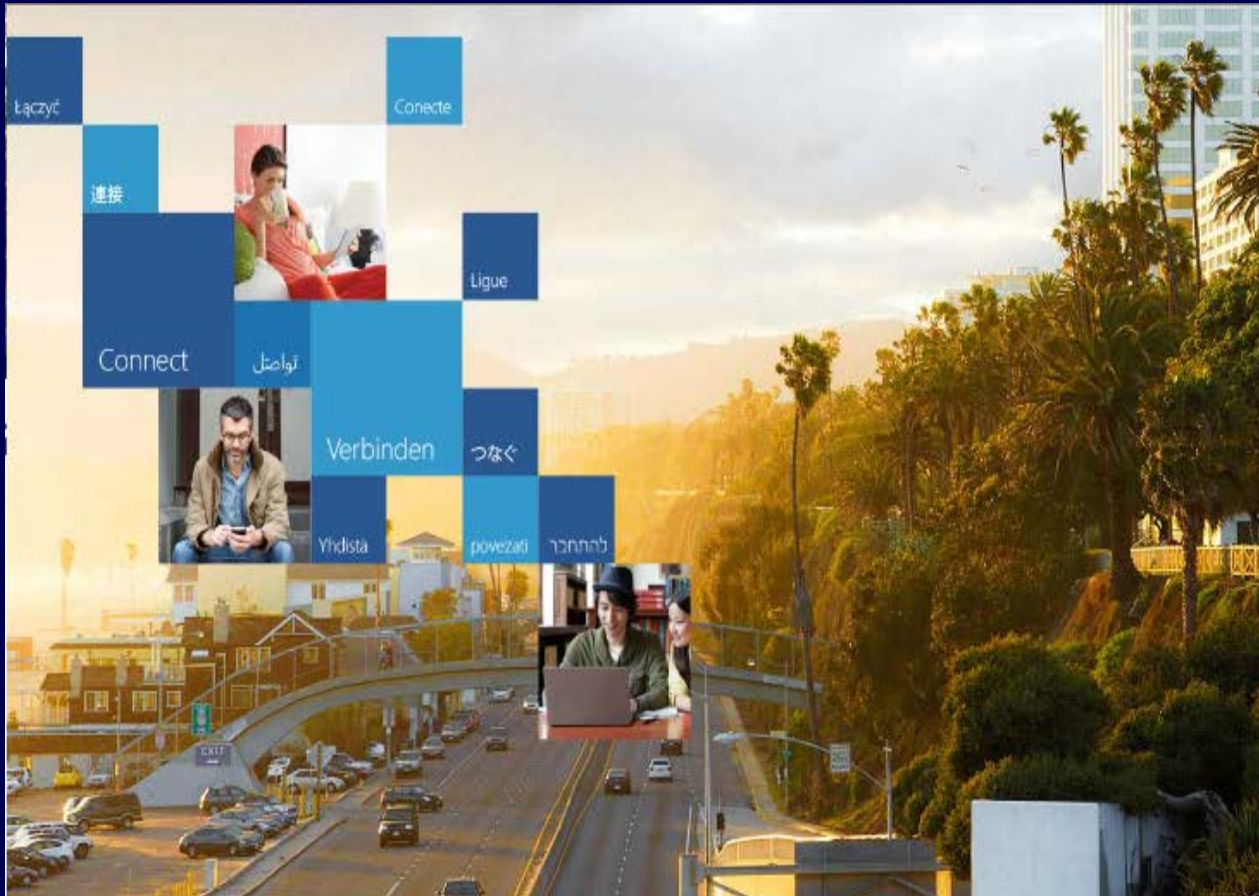
Welcome to Canvas 101! This training will prepare you to establish your profile and complete your course. It will include an overview of your personal profile and notification settings, how to upload, organize, and manage the content that you wish to present.

**Helpful Links**

**General Assistance:** [Canvas@Georgetown.edu](mailto:Canvas@Georgetown.edu)  
**E-mail Support:** [lawhelp@georgetown.edu](mailto:lawhelp@georgetown.edu)  
**Canvas Guides:** [Instructure Canvas Instructor Guide](#)

You can also obtain help from Instructure 24/7 via their faculty page [Chat](#).

# Office 365



Sign in with your organizational account

Keep me signed in

Sign in

[Can't access your account?](#)

- Can use on mobile platforms
- Ability to download full version on your Mac/PC

# PUBLIC PRINTING

- [Public printing](#) is available throughout the Law Center campus for student use.
- [Printing costs](#) deducted from your GOCard:

	<b>Single Sided (Simplex)</b>	<b>Double Sided (Duplex)</b>
<b>Monochrome</b>	\$.029	\$.029 a side
<b>Color</b>	\$.066	\$.066 a side

- [Print remotely](#) functionality on our public printers – instructions at the printers and website. [Report issues](#) through the use of the QR code on printers.

Printing is suspended during the time we're online

# GEORGETOWN UNIVERSITY'S COMPUTER SYSTEMS ACCEPTABLE USE POLICY

- The Law Center follows [Georgetown University's Computer Systems Acceptable Use Policy](#).
- If you encounter technology problems that the Service Desk is unable to resolve

OR

- Ideas/suggestions on technology improvements

*Email me directly at [lawcio@georgetown.edu](mailto:lawcio@georgetown.edu)*



This presentation can be found on the [IST website](#).